



State Board of Fire Services



MEETING MINUTES Thursday, February 23rd, 2017 CAL FIRE - Office of the State Fire Marshal 1131 'S' Street, Sacramento CA

Chair/Ex-Officio
Dennis Mathisen
State Fire Marshal

Vice Chair
Jerry Davies
Insurance Industry

Members:

Teresa Deloach Reed
California Metropolitan Fire
Chiefs Association

David Gillotte
International Association
of Fire Fighters

Steve Kovacs
Fire Districts Association of
California

Frank Lima
California Labor
Federation

Michael Lopez
CAL FIRE Firefighters,
Local 2881

Robert Magee
City Government

Lou Paulson
California Professional
Firefighters

Russell Rawls
California State
Firefighters Association

Michael Smith
California Fire Chiefs
Association

Anne Walker
Fire District

Michael S. Williams
California State
Firefighters Association

County Government
(vacant)

Ex-Officios:

Janet Barentson
CAL FIRE

Mark Ghilarducci
California Governor's
Office of Emergency
Services

Dan Terry
California Fire Fighter
Joint Apprenticeship
Committee

MEMBERS PRESENT: (* attended via conference call)
Dennis Mathisen, State Fire Marshal, Office of the State Fire Marshal
Michael Richwine, Assistant State Fire Marshal, Office of the State Fire Marshal
Jerry Davies, Insurance Industry
Anne Walker, Fire District
Michael S. Williams, California State Firefighter Association
Russell Rawls, California State Firefighter Association
Michael Lopez, CAL FIRE Firefighters, Local 2881
David Gillotte, International Association of Fire Fighters
* Janet Barentson, Chief Deputy Director, CAL FIRE
* Teresa Deloach Reed, CA Metropolitan Fire Chief Association
* Robert Magee, City Government
* Steve Kovacs, Fire Districts Association of California

MEMBERS ABSENT:
Mark Ghilarducci, California Governor's Office of Emergency Services
Frank Lima, California Labor Federation
Lou Paulson, California Professional Firefighters
Michael Smith, California Fire Chiefs Association
Dan Terry, California Fire Fighter Joint Apprenticeship Committee

STAFF:
Daniel Berlant, Assistant Deputy Director
Ben Ho, Assistant Deputy Director
Joel Vela, Deputy Chief, State Responsibility Area
Joseph Bunn, Fire Service Training Specialist III, State Fire Training
Michael Garcia, Fire Service Training Specialist III, State Fire Training
Mark Romer, Fire Service Training Specialist III, State Fire Training
Rose Jordan, Administrative Assistant I
Kevin Chan, Associate Governmental Program Analyst, Support Services

GUESTS:
Taral Brideau, California Fire Fighter Joint Apprenticeship

I. CALL TO ORDER

Dennis Mathisen

- ROLL CALL/Determine Quorum

Chair Dennis Mathisen called the meeting to order at 10:00. Roll was called.
Quorum established at 10:05 am.

- Approval of the State Board of Fire Services (SBFS) minutes from August 25th, 2016 meeting (Discussion/Action) [\[Attachment 1\]](#)

Dennis Mathisen opened the floor for discussion on the August 25th, 2016, SBFS meeting minutes.

Motion – Gillotte made a motion to approve; motion was seconded by Williams. Board members unanimously approved the August 25th minutes at 10:07 am.

- Announcements

- Mathisen – We have one vacant Assistant Deputy Director position and have filled two Assistant Deputy Director vacancies.
 - Daniel Berlant is the new Assistant Deputy Director for Planning & Risk Analysis, Fire Engineering & Investigations.
 - Ben Ho is the new Assistant Deputy Director for Pipeline Safety and CUPA Division.
 - Third Assistant Deputy Director position will oversee Fire & Life Safety, State Fire Training, Code Development & Analysis.

II. CONSENT ITEMS

A. State Fire Training Division

1. Reaccreditation of the Santa Ana College (ARTP). *(Discussion/Public Comment/Action)* [Attachment 2]
Seeking State Board of Fire Services (SBFS) approval for Santa Ana College.
2. Hayward Fire Department Accredited Local Academy (ALA) Application *(Discussion/Public Comment/Action)* [Attachment 3]
Seeking SBFS approval for accreditation of Hayward Fire Department as an Accredited Local Academy (ALA).

Motion – Williams made a motion to approve; motion was seconded by Walker. Board members unanimously approved at 10:12 am.

III. PROGRAM and ADVISORY COMMITTEE REPORTS

A. State Fire Training Division *(Information/Discussion/Action)*

Dennis Mathisen

1. Approval of Fire Investigator (2017) curriculum [Attachment 4]

Motion – Gillotte made a motion to approve; motion was seconded by Williams. Board members unanimously approved at 10:22 am.

2. Fire Investigator Certification Track – Implementation of New Curriculum and Certification Requirement [Attachment 4.1]
 - Romer – In the past, we had two different levels of certification, Investigator 1 and Investigator 2. As we reviewed the 1033 standard, the National Fire Prevention Association (NFPA) doesn't have multiple levels, they only have one level of Investigator. That's what we based it on. Now we have three courses in program, but only one level of certification. We have Fire Investigation (1A), Evidence and Documentation (1B), and Legal Proceedings (1C). We are adding a fire behavior course prerequisite. We are also proposing to have co-requisite classes, such as Understanding Basic Electricity and Ethics.
 - Williams – That's for agencies within the state, but what about people from federal agencies (ATF, Military, etc.). People from out of state with relevant experience.
 - Romer – We went with National Fire Academy (NFA) standard. The new system addresses national reciprocity.
 - Romer – A stumbling block of the old level 2 system is that you must testify in court to be certified. We can use programs with strict standards that are provided by California Conference of Arson Investigators (CCAI), International Association of Arson Investigators (IAAI), or the NFA course.
 - Williams – What about individuals that are given depositions as experts? Could a deposition suffice?
 - Romer – The Deputy District Attorney and cadre felt it was more important to have court experience.
 - Walker – POST and wildland fire are not required?
 - Romer – They are required.
 - Gillotte – You cover transition period. Will the people currently in the program be given a certification?
 - Romer – They'll be given an old certification. We're going to phase out old certification.
 - Richwine – How do corequisites work again?

- Romer – They are classes that students take outside of the State Fire Training classes. They are 4 hours each.

Motion – Gillotte made a motion to approve; motion was seconded by Williams. Board members unanimously approved at 10:23 am.

3. Fire Service Labor/Management Relations *[Attachment 5]*

- Bunn – This class is a Fire Service Training and Education Program (FSTEP) now. This was a part of the Chief Officer series (Management 2C). The title was previously Human Resource Management and Fire Service Labor Relations. This was the first FSTEP class we were not able to use any NFPA standards because there are none. Requesting to have this FSTEP approved.
- Lopez – Do we have a curriculum to look at? If not, should we move to table this?
- Mathisen – We'll get one out to everyone.
- Williams – There's also a potential source for you. For years California State Fire Association (CSFA) ran the employee and employer workshop.
- Bunn - We used a lot of the old curriculum, and we use the guidelines for the International Association of Fire Chiefs (IAFC) and the international guidelines for the alliance.
- Walker – This is a supplemental course?
- Bunn – Yes, but highly recommended.
- Walker – There is no pre-requisite for this course?
- Bunn – No.
- Richwine – There weren't enough Job Performance Requirements (JPR's) to do a course but we realized that training was important. So we moved these to FSTEP classes and it won't be a part of certification.
- Gillotte – We could use this class as a base, which will garner interest for this class from future leaders and future chiefs.

Motion – Lopez made a motion to table to next meeting; motion was seconded by Williams. Board members unanimously approved to table at 10:38 am.

B. Planning and Risk Analysis *(Information/Discussion)*

Daniel Berlant

1. State Responsibility Area (SRA) Grants

- Berlant – This year, we allocated \$10 million to local fire districts, fire departments, counties, and non-profits for fire prevention work. Granted the funds to 77 different organizations for fire prevention as well as a focus on tree mortality. Due to tree mortality issue in the Central Sierra counties, the legislature and Governor increased grant program allowing us to give an additional 30 grants from the general fund specific to tree mortality work. In total, we awarded \$16 million for 107 grants.

2. Fire Plan

- Berlant – State of California and the Board of Forestry and Fire Protection have begun to update the state's strategic fire plan. We are taking the 2010 plan and adding additional items to it, addressing newer issues such as climate change, tree mortality, and the increased use of prescribed fire and other burning items. Our goal is to have a plan by the beginning of 2018.

3. SRA Report

- Berlant – Vela and budget office are putting together a full report on expenditures for fire prevention. Report is expected be complete next month.
- Walker – Requests status of the lawsuit on the SRA program.
- Berlant – Most likely within the next year. Defer to Vela.
- Vela – CAL FIRE is working with the Attorney General's office and there are no new updates.

4. Wildland Prevention/Planning with Chile

- Berlant – CAL FIRE representatives visited the Country of Chile to meet with the CAL FIRE counterpart, Conaf. Chile is similar to California in topography and wild fire risk and activity. Chile had record setting year on wildfires. We can learn from Chile and implement into our fire prevention world.
- Rawls – Will there be an after action report on Chile?
- Berlant – Absolutely. They are far ahead of California and we can learn from them. They run through community groups. They would like to learn from our training programs as well.

- Davies – Tracy Cattleman, down in Chile, came from CAL FIRE.
- Berlant – Tracy used to be on CAL FIRE board. Worked with Chile California Council to bring her down there. The group here is called California Chile Council, builds relationship with Chile. Tracy had a big role in beginning those discussions.
- Williams – They have a huge Community Emergency Response Team (CERT) program down there.

C. Fire Plan/CAIRS (*Information/Discussion*)

Daniel Berlant

1. California Fire Statistics

Update of quarterly fire statistics for California.

- Berlant – Our department is working on a new Defensible Space inspection data collection system because violations have been difficult to track using the current paper system. Next month, we will deploy an electronic system to our six contract counties: Los Angeles, Orange, Ventura, Santa Barbara, Kern, and Marin. The inspectors will use tablets during their inspections. By electronically tracking violations, we can create instantaneous reports of demographics showing areas of compliance and non-compliance, the specific types of violations, and trends. This will help us to educate homeowners on fire prevention. Expecting to roll out over next year. We will partner with local fire districts to track; which will allow us to track a much larger area for defensible space.
- Rawls – This is a new program?
- Berlant – Yes, new this year. We're using technology that's 10 to 15 years old, so this is a large accomplishment.
- Rawls – Los Angeles County uses tablets and has problem was downloading information. It created a bigger problem than a manual system.
- Berlant – There will be challenges moving from paper to electronic, but we have already had 7 out of our 21 units using the system, so we have some feedback to help address problems and refine the process.
- Walker – If a local program likes it, do they provide money?
- Berlant – The app is free. We would work with the department to download the data. We are funding tablets for our inspectors.
- Berlant – Dave Shew and his team are updating our California All Incidents Report System (CAIRS). Our system is much older. We are working on finding a vendor to update our system. We would like for the new system to use a tablet as well as computers. Bad data creates bad statistics. Hoping tablets will improve the incoming data. Locals can use any system provided it is National Fire Incident Reporting System (NFIRS) compliant. But they just have to report.
- Mathisen – By making the system easier to use and more user friendly, we are hoping for an increase in departmental participation in reporting data.

IV. OLD BUSINESS

A. SBFS/California Highway Patrol Statement of Cooperation (*Information Only*)

Mike Richwine

Update the Board on the status.

- Richwine – Our legal office contacted California Highway Patrol (CHP) legal. This will not be resolved anytime soon. Recommend we remove it from our agenda and track it.
- Gilotte – Suggest table indefinitely.
- Lopez – To table this would be a disservice to the fire services community. We should take a position on this.
- Williams – We should table the old letter. But discuss unified command.
- Walker – Maybe only table the letter to the CHP but move forward with the statement?
- Gillotte – I think we can table the letter and rewrite a fire service position on cooperative efforts. Are you working on the Statement of Cooperation yourself, Chief Richwine? Do you want help?
- Richwine – Do we want to revise the current one or rewrite it?
- Lopez – We don't have it in front of us, so we should table until the next meeting.
- Mathisen – So table till next meeting.

Motion – Williams made a motion to table to the next meeting; motion was seconded by Gillotte. Board members unanimously approved to table at 11:13 am.

V. NEW BUSINESS

A. Future of State Board of Fire Services – Where do we go from here? (*Information/Discussion*)

Dennis Mathisen

- Mathisen – Meetings have become primarily centered around staff reports and approval of State Fire Training curriculum. Does the board want to be more involved and hands-on with California issues? I had a discussion with Jerry Davies with items that the board can be more involved with.
 - Bringing Fire Safe Council and activities a more front and center item for the board.
 - More involvement in National Fire Prevention Week, great opportunity to promote the board.
- Rawls – What is your definition of SBFS and what we do?
- Mathisen – A little bit of history on the SBFS; State Fire Advisory Board was established in 1945, was abolished in 1974, and the SBFS was established.
- Richwine – Some specific examples of the scope.
 - We had a significant arson problem in 1980's and SBFS came up with an arson task force to address surge in arson.
 - The board has been engaged in things like the California Incident Command Certification System (CICCS) and firefighter standards and training.
 - Regulating fuel nozzles.
 - Fireworks issues, such as disposal and injuries from illegal fireworks.
 - Standardized Equipment.
 - Board has been involved from a policy standpoint. Thinking more about policy issues, worthy of discussion and possibly action.
- Rawls – I have a background in fire and would like to contribute to fire prevention and wildland fire protection as a board member.
- Lopez – What is our scope, legislatively? Are we following the parameters of what we should be doing legally? What are we doing about Post Traumatic Stress (PTS) and cancer in the fire service, and on the training side, San Marcos 4-year degree in wildland firefighting?
- Mathisen – I just received an email this morning from the National Association of State Fire Marshals inquiring if any state has a cancer registry.
- Lopez – The International Association of Fire Fighters (IAFF) just passed a registry at the federal level. Internal Family Systems (IFS) opened a behavioral health center in Washington DC. Cancer is the number one killer of firefighters in this country. It should be something this group should address.
- Walker – Would like to see the curriculum provided so we can discuss it with our constituents.
- Richwine – We had same struggle in the Statewide Training and Education Advisory Committee (STEAC). We would present the materials for information purposes so the stakeholders could give the information back and could be voted on at the next STEAC meeting.
- Mathisen – So we should use the STEAC model?
- Williams – Maybe an annual joint meeting with STEAC.
- McGee – Many in local government are struggling with homeless issue. Why can homeless people have logs on campfires when homeowners can't? We need a mechanism to put an end to this. People will get hurt, lose private and public property. Would like SBFS to address this.
- Mathisen – Understood. So far, the list of items to be addressed are the Wildland Fire Prevention, Curriculum issues, Annual Joint Meeting with STEAC, PTS and Cancer in fire service, CSU San Marcos degree program and integration, and the Homeless Campfire Issue.
- Richwine – Are there resources available for crews responding to homeless incidents? Resources to help understand individuals?
- Lopez – We get a call and firefighters respond.
- Richwine – Not from the fire perspective, but the interaction.
- McGee – County social services and faith based groups.
- Gillotte – There are not enough resources, county or city, to deal with the fires or the mental health aspect. Too many homeless. Upcoming bill in Los Angeles County, Measure H, will permit responders to transport homeless to mental health facilities. (It is currently illegal to transport the homeless to unauthorized facilities.) Hundreds of millions of dollars. Need billions. For warming fires, responding crews shut them down, or add grate and give them tools to stay warm safely.
- Williams – Would like to create formal policy or procedure on how to submit material to the board.

- Gillotte – Compliment redesign of the website. Would like to see State Fire Marshal develop a State Fire Training app.
- Mathisen – We've been working on an app for Wildland Fire Prevention arena. Will have someone in an upcoming meeting to give a presentation on that. The department website is old. Incident Information has the highest traffic. State Fire Training is second highest traffic. Would like to improve content management system.
- Rawls – So State Fire Marshal has an app? Different from the app Chief Berlant was talking about?
- Mathisen – Yes. App is centered on Wildland Fire Prevention as a whole. Target audience is homeowners.
- Williams – Chain of command question. If we want copies of documents, who do we get it from?
- Mathisen – Request from me. It will help me stay on top of things. Have you been given a packet on the responsibilities and scope?
- Lopez – Not within the past 3 years.
- Richwine – We'll put it together and provide it by the next meeting. We can send it electronically. Statutes and charter.
- Gillotte – Do we need to submit new letters to the governor to reaffirm our appointment to the board?
- Mathisen – We will check dates. Will contact governor's office on the process of SBFS membership.
- Walker – We have to notify where people are teleconferencing in from and have to do a rollcall on vote. Would like to follow the rules and prevents litigation in the future.
- McGee – Person at the site has to post agenda.
- Mathisen – Bagley Keene training? Is there any information out there on it?
- Gillotte – Recommend roll call vote to state dissenters rather than supporters to save time.
- Mathisen – Will provide list of items discussed, board member 101 packet, and go over a couple items Davies brought up. 4th of July week, Greater Sacramento Annual Fireworks Task Force. Additional fire prevention events and councils.
- Richwine – Follow up with position papers with the state board on highway incidents.

VI. MEMBERS ORGANIZATION UPDATE

- Davies – California Fire Safe Council, will be sending information to anyone. Welcome anyone to join us at our events. Insurance companies involved with us.
- Walker – No report.
- Williams – No report.
- Rawls – I will be going to one of California State Firefighters' Association's (CSFA) meetings to give an update on SBFS.
- Lopez – The union president of CAL FIRE is in the middle of a temporary agreement for a new contract and we are going through a ratification process. Heading to IAFF Legislative Conference in Washington DC and addressing PTS and cancer in the fire industry.
- Brideau – California Firefighter Joint Apprenticeship Committee (Cal-JAC), California Professional Firefighters (CPF), and California Fire Chiefs put on a behavioral health conference in December. Cal-JAC is finishing up our grant from California Office of Emergency Services (Cal-OES) for our Unified Response to Violent Incidents. We did two enhanced skills modules on February 4th and 6th with joint law enforcement and fire. We have videos on our website.
- Gillotte – The IAFF.org website is opening on March 4th in conjunction with our political conference in Washington DC. The IAFF Center for Excellence for Behavioral Health Treatment and Recovery for Firefighters is the first location where we can send members from our departments who are suffering from PTS, critical incident stress, alcohol and drug abuse, and suicide issues, and send them back to a treatment center where we have fire and law enforcement industry professionals. The Safer Act Grant and the Fire Act Grant, which provide most of the funding for state fire service training programs, will also be addressed at the legislative conference. Budget used to be \$810 million, but has dropped to \$690 million with \$345 million going to both grants. Will try to keep those budgets in place through 2017. Safer Act Grant and Fire Act Grant sunset in 2018. We lose funds if we don't get it reauthorized. Finally, IAFF has Cancer Centers of Excellence for Treatment that is building relationships with places that treat firefighters for cancer and prevention of cancer issues.
- Barentson – Approved a concept for a pilot program to look at cancer screening for firefighters. Approved proposal within the past month. Four units in the state as a pilot program.
 - Davies – On the cancer issue, is funding from state, federal, or another funding source?

- Barentson – The pilot program is being funded departmentally.
- Gillotte – IAFF is being funded privately and going to give California fire fighters discounted rates for treatment. Will bring proposal to next meeting.

Also, we are partnering with department of water resources. (Oroville dam issue)

- McGee – Some new labor agreements were approved recently having a significant impact on local jurisdictions. We're working through the budget process for Fiscal Year 2017-2018.
- Kovacs – Fire District Association of California has our annual conference coming up in Monterey. Information available on our website.
- Reed – National Metro Chiefs is having conference in Orlando, Florida. Also - Substance abuse and treatment center in Washington DC. Will be visiting that facility in April with meeting with IAFF.

VII. PUBLIC COMMENT

No public comment received.

VIII. SET MEETING DATES

Meeting dates for 2017 are: February 23rd, May 25th, August 24th, and November 16th (moved one week up due to the Thanksgiving Holiday.)

IX. MEETING ADJOURNMENT

The meeting was adjourned with a motion by Walker and a second by Williams. All were in favor and meeting was adjourned at 12:09 pm.

This notice has been posted on the Office of the State Fire Marshal web site at <http://osfm.fire.ca.gov/boardfireservices/boardfireservices.php>

Copies of the written materials will be made available to the public at the meeting location, Office of the State Fire Marshal, 1131 'S' Street, Sacramento, CA 95811

For information concerning the Board meeting, please contact Rose Jordan at (916) 445-8434 or rose.jordan@fire.ca.gov.

Any written reports being provided to the Board members in advance of the public meeting will also be available to the public upon request.

In accordance with Title II of the Americans with Disabilities Act of 1990, reasonable accommodations are available. Request for reasonable accommodations should be made at least five (5) working days prior to the meeting date. To request reasonable accommodations, including documents in alternative formats, please contact Rose Jordan.